

# Grant Application Cover Sheet

<b>1. ENTER Legal Name of the Organization Applying:</b> City of College Station				<b>2. ENTER Title of the Project:</b> Decision Making for First Offenders																																																											
<b>3. ENTER Division or Unit to Administer the Project:</b> Community Programs Division of City Manager's Office				<b>4. ENTER Agency's State Payee Identification Number :</b> 74-6000-534																																																											
<b>5. a) Is the Applicant Organization Delinquent on State or Federal Debt? (SELECT One):</b> <div style="float: right;">No <input type="button" value="v"/></div>				<b>5. b) ENTER Date of the Last Audit:</b>		Jan-02																																																									
<b>6. Funding Source (SELECT One):</b> Juvenile Accountability Incentive Block Grants (federal CFDA-16.523) <input type="button" value="v"/>				<b>7. If Continuation Project, ENTER Current Grant Number (15000-01):</b> JB01J20-15530-03																																																											
<b>8. ENTER Grant Period (ex: MM/dd/yyyy):</b> From: 08/01/03 To: 07/31/04				<b>9. Budget Information (will auto-fill from budget form)</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>CJD Funds</th> <th>Cash Match</th> <th>In-Kind</th> <th>Total</th> </tr> <tr> <td style="text-align: center;">\$7,020</td> <td style="text-align: center;">\$780</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">\$7,800</td> </tr> </table>				CJD Funds	Cash Match	In-Kind	Total	\$7,020	\$780	N/A	\$7,800																																																
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<b>10. SELECT the Project's Main Purpose Area from ONE of the FOUR Categories Listed Below Based on "Funding Source":</b> a) Juvenile Justice and Prevention Projects OR Counseling and Support Services <input type="button" value="v"/> b) Victim Services Projects OR <input type="button" value="v"/>				c) Law Enforcement Projects OR <input type="button" value="v"/> d) Crime Stoppers Assistance Projects <input type="button" value="v"/>																																																											
<b>11. For VAWA Projects ONLY, ENTER the Appropriate Percentage for Each:</b> a) Prosecution <input type="text"/> b) Law Enforc. <input type="text"/> c) Victim Services <input type="text"/> d) Court <input type="text"/>																																																															
<b>12. a) LIST the Cities and Counties in the Service Area:</b> College Station, Texas				<b>b) SELECT Headquarters County:</b> <div style="float: right;">Brazos <input type="button" value="v"/></div>		<b>c) ENTER Population of HQ Cnty:</b> <div style="float: right;">140,000</div>																																																									
<b>13. a) ENTER the Contact Person Information:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Title (Mr., Ms., Dr., Judge, etc.):</td><td colspan="2">Ms.</td></tr> <tr><td>Name:</td><td>Peggy</td><td colspan="2">Calliham</td></tr> <tr><td colspan="2">Position:</td><td colspan="2">Community Programs Coordinator</td></tr> <tr><td colspan="2">Address:</td><td colspan="2">P. O. Box. 9960</td></tr> <tr><td>City/State/Zip:</td><td>College Station</td><td>Texas</td><td>77842</td></tr> <tr><td>Telephone:</td><td>979/764-3499</td><td>Fax:</td><td>979/764-3894</td></tr> <tr><td colspan="2">E-mail:</td><td colspan="2">pcalliham@ci.college-station.tx.us</td></tr> </table>				Title (Mr., Ms., Dr., Judge, etc.):		Ms.		Name:	Peggy	Calliham		Position:		Community Programs Coordinator		Address:		P. O. Box. 9960		City/State/Zip:	College Station	Texas	77842	Telephone:	979/764-3499	Fax:	979/764-3894	E-mail:		pcalliham@ci.college-station.tx.us		<b>13. b) ENTER the Authorized Official Information:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Title (Mr., Ms., Dr., Judge, etc.):</td><td colspan="2">Mr.</td></tr> <tr><td>Name:</td><td>Glenn</td><td colspan="2">Brown</td></tr> <tr><td colspan="2">Position:</td><td colspan="2">Assistant City Manager</td></tr> <tr><td colspan="2">Address:</td><td colspan="2">P. O. Box 9960</td></tr> <tr><td>City/State/Zip:</td><td>College Station</td><td>Texas</td><td>77842</td></tr> <tr><td>Telephone:</td><td>979/764-3510</td><td>Fax:</td><td>979/764-3481</td></tr> <tr><td colspan="2">E-mail:</td><td colspan="2">gbrown@ci.college-station.tx.us</td></tr> </table>				Title (Mr., Ms., Dr., Judge, etc.):		Mr.		Name:	Glenn	Brown		Position:		Assistant City Manager		Address:		P. O. Box 9960		City/State/Zip:	College Station	Texas	77842	Telephone:	979/764-3510	Fax:	979/764-3481	E-mail:		gbrown@ci.college-station.tx.us	
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<b>14. a) Did the Applicant Attend an Application Workshop? (SELECT One):</b> <div style="float: right;">No <input type="button" value="v"/></div>				<b>14. b) ENTER the Date and City of the Workshop Attended:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																																																											
<b>15. a) Is this Application in Response to a Request for Applications (RFA) as Published in the Texas Register? (SELECT One):</b> <div style="float: right;">No <input type="button" value="v"/></div>				<b>b) If a Local/Regional Project, SELECT the COG to Which the Application Was Submitted:</b> Brazos Valley Council of Governments - 1300 <input type="button" value="v"/>																																																											
<b>c) If this is a Project with Statewide Impact, ENTER the Date the Application Was Submitted to the Texas Review and Comment System (TRACS):</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																																																															
<b>16. FOR COG USE ONLY</b>																																																															
a) Is this Application Shared with Another COG? (ENTER "Yes" or "No"): <input type="text"/>																																																															
b) CPTN #: <input type="text"/>		c) Priority #: <input type="text"/>		d) COG Application ID: <input type="text"/>																																																											
<b>17. Eligible Applicant Organization Type (SELECT One):</b> <div style="float: right;">City <input type="button" value="v"/></div>																																																															

# Grant Budget

Legal Name of Organization:	City of College Station			
Title of Project:	Decision Making for First Offenders			
Grant Period:	From:	8/1/2003	To:	7/31/2004
Grant Number:	JB01J20-15530-03			

## BUDGET DETAIL

Minimum Cash Match Percentage:		10%		ENTER CJD Requested Amount:		\$7,020	
ENTER Program Income (If Applicable):		\$0		Waived Funds (JAIBG projects ONLY:)			
Minimum Cash Match:		\$780		Total Project Costs:		\$7,800	
<u>PERSONNEL</u>		% of Base Salary		CJD Funds	Match		Total
							\$0
<u>CONTRACTUAL AND PROFESSIONAL SERVICES</u>				CJD Funds	Match		Total
Fees for trainers at a cost of \$70 per participant at a maximum of 100 participants				\$6,300	\$700		\$7,000
<u>TRAVEL AND TRAINING</u>				CJD Funds	Match		Total
							\$0
<u>EQUIPMENT</u>				CJD Funds	Match		Total
							\$0
<u>SUPPLIES AND DIRECT OPERATING EXPENSES</u>				CJD Funds	Match		Total
Food supplies for students who are not allowed to leave the program during the 8 hour class are provided as a working lunch session at \$8 per participant with a maximum of 100 participants.				\$720	\$80		\$800
<u>INDIRECT COSTS (the Direct Costs Against Which the Indirect Rate is Charged)</u>				CJD Direct Costs	Match Direct Costs	Indirect Rate	Total
							\$0

## BUDGET SUMMARY

BUDGET CATEGORIES	CJD	MATCH	TOTAL
PERSONNEL	\$0	\$0	\$0
CONTRACTUAL AND PROFESSIONAL SERVICES	\$6,300	\$700	\$7,000
TRAVEL AND TRAINING	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0
SUPPLIES AND DIRECT OPERATING EXPENSES	\$720	\$80	\$800
<b>TOTAL DIRECT COSTS:</b>	<b>\$7,020</b>	<b>\$780</b>	<b>\$7,800</b>
INDIRECT COSTS	\$0	\$0	\$0
<b>TOTAL:</b>	<b>\$7,020</b>	<b>\$780</b>	<b>\$7,800</b>
Total Match:		\$780	
Actual Cash Match Percentage:		10.0%	

# **JAIBG PROJECT NARRATIVE & SUMMARY**

## **PART 1: PROBLEM STATEMENT AND DATA**

### **Need Help?**

Many teen offenders don't have a realistic vision of their future and how today's choices will affect their lives in the future. They need training and tools for goal-setting and decision-making that will yield positive results, self-esteem, and success.

## **PART 2: GOAL STATEMENT**

### **Need Help?**

Train first-time juvenile offenders to identify values, set goals, and evaluate negative vs. positive choices and the end result of each choice in order to improve their chances of not repeating their mistakes.

## **PART 3: TARGET GROUP**

### **Need Help?**

**Geographic Area:** College Station, Brazos County Texas

**Target Audience:** A maximum of 100 first or second time class C misdemeanor offenders receiving citations in College Station Municipal Court

**Gender:** Male and Female

**Race/Ethnicity:** All eligible

**Age:** 12-18 year olds still in secondary school

## **PART 4: PROJECT ACTIVITIES**

### **Need Help?**

**4.1 Eligible Activities (Purpose Areas) Enter the percentages and amount per activity for this project:**

Purpose Area 1 (Facilities)	%	\$
Purpose Area 2 (Sanctions)	45%	\$3510
Purpose Area 3 (Justice System)	%	\$
Purpose Area 4 (Prosecutors)	%	\$
Purpose Area 5 (Youth Violence)	%	\$
Purpose Area 6 (Equipment/Training)	%	\$

Purpose Area 7 (Accountability)	55%	\$4290
Purpose Area 8 (Court Based)	%	\$
Purpose Area 9 (Drug Court Program)	%	\$
Purpose Area 10 (Interagency Information)	%	\$
Purpose Area 11 (Accountability Based Program)	%	\$
Purpose Area 12 (Substance Testing)	%	\$

- 4.2** Describe the manner in which you will perform the selected activities (purpose areas), and any other information that allows a reader to understand the specifics of the project's regular activities:

Eligible teens will be referred to an 8-hour program as a routine part of their sentencing for first or second time criminal offenses as deemed appropriate by the Municipal Court Judge or the Teen Court Coordinator. Classes will be scheduled from 8-5 pm on Saturdays as needed to accommodate the case load. Classes will be limited to 20 students per session.

- 4.3** Provide a list of work products of staff, if any (i.e. program brochures, training manuals, protocols, etc.)

This program utilizes "Eight Keys to Change" as a philosophical approach to helping teens identify and understand that they are in control of their choices and those choices will make the difference in their ultimate success or failure in life. Participants will discuss and be allowed to experiment and apply sound principles of change in a supportive environment. The program allows them to "buy in" to a process that can be used for the rest of their lives. They will complete a booklet of personally identified goals, values, personality styles, etc, that they may take with them as a means of remembering how to make better choices. Booklets have been created and are provided by the trainers.

#### **PART 5: PROJECT OBJECTIVES**

##### **Need Help?**

Provide specific output and outcome measures for this project:

<b><u>Output Measures – Required for All Projects</u></b>	<b><u>Current Data</u></b>	<b><u>Target Level</u></b>
Participants will be referred and complete 8 hours class	49 from Dec.01 through Dec. 02	Between 60- 100 participants

<b><u>Outcome Measures – Required for All Projects</u></b>	<b><u>Current Data</u></b>	<b><u>Target Level</u></b>
Participants will show not repeat offenses during the 12 months following completion	1 repeat offender out of 49 completions or 98% success rate	75% of those completing class will not repeat w/in one year

**PART 6: PROJECT SUMMARY:**

**Need Help?**

Many teen offenders don't have a realistic vision of their future and how today's choices will affect their lives in the future. They need training and tools for goal-setting and decision-making that will yield positive results, self-esteem, and success.

This program will train first-time juvenile offenders to identify values, set goals, and evaluate negative vs. positive choices and the end result of each path.

It is expected to serve first or second time teenage offenders, between the ages of 12 and 18, who have been referred to the College Station Municipal Court for class C criminal misdemeanor offenses. It will serve a maximum of 100 teens annually as a required part of their community service through College Station Municipal Court and College Station Teen Court.

# **COMPREHENSIVE CERTIFICATION**

## **AND ASSURANCES – FEDERAL**

### **FUNDS**

#### **Need Help?**

OFFICE OF THE GOVERNOR  
CRIMINAL JUSTICE DIVISION

P.O. Box 12428

Austin, Texas 78711

512/463-1919

Fax: 512/475-2042

[www.governor.state.tx.us](http://www.governor.state.tx.us)

This document is a material representation of fact upon which reliance was placed with the agency determined to award the grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available to the federal government, may take available action.

#### **ASSURANCES**

*The applicant hereby assures and certifies compliance with any and all applicable federal and state statutes, regulations, policies, guidelines and requirements, including, but not limited to, OMB Circulars No. A-21, A-110, A-122, A-87, A-133; Office of Justice Programs (OJP) Financial Regulations; Education Department General Administrative Regulations (EDGAR); E.O. 12372 Uniform Administrative Requirements for Grants and Cooperative Agreements — 28 CFR, Part 66, Common Rule; the Uniform Grant Management Standards (UGMS); and Title 1, Part 1, Chapter 3 of the Texas Administrative Code, that govern the application, acceptance and use of Federal and State funds for this project. In instances where multiple requirements apply to a grantee, the more restrictive requirement applies.*

1. **LEGAL AUTHORITY** - It possesses legal authority to apply for the grant. A resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative, or their designee of the organization to act in connection with the application and to provide such additional information as may be required. State agencies are not required to adopt a resolution.
2. **DISPLACED PERSONS** - It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions (42 USC §§ 4601 - 4655) which provide for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
3. **POLITICAL ACTIVITY** - It will comply with provisions of Federal law which limit certain political activities of employees of State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC § 1501, et seq.)
4. **LABOR FAIR STANDARDS ACT** - It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 USC §§ 201 - 219) if applicable.
5. **CONFLICT OF INTEREST** - It will establish safeguards to prohibit employees from using their positions for a purpose that is, or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. **EXAMINATION OF RECORDS** - It will give the sponsoring agency, the Office of the Governor, or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. **COMPLIANCE WITH REQUIREMENTS** - It will comply with all requirements imposed by the Federal sponsoring agency, the Office of the Governor, or the Comptroller General, concerning special requirements of law, program requirements, and other administrative requirements.
8. **EPA VIOLATING FACILITIES** - It will insure that the facilities under its ownership, lease or supervision, which shall be utilized in the accomplishment of the project, are not listed in the Environmental Protection Agency's (EPAs) list of Violating Facilities, and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. **FLOOD INSURANCE** - It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act (50 USC § 4001), which states that, on or after March 2, 1975, communities must purchase flood insurance, where such insurance is available in those communities. This requirement is a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that had been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. **HISTORIC PRESERVATION** - It will assist the federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 USC § 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1974, as amended, (16 USC § 469a-1, et seq.) by (a) consulting with the State Historic Preservation Officer (SHPO) on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. **COMPLIANCE WITH LAWS AND GUIDES** - It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the

Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.

12. **COMPLIANCE WITH CODE OF FEDERAL REGULATIONS** - It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/ Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. **NONDISCRIMINATION** –
  - A. It will comply with all State and Federal statutes relating to nondiscrimination.
  - B. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, (42 USC § 3789(d)), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans With Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
  - C. In the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Justice Programs, Office for Civil Rights.
  - D. It will provide an Equal Employment Opportunity Program (EEO) if required to maintain one, where the application is for \$500,000 or more.
14. **COASTAL BARRIERS** - It will comply with the provisions of the Coastal Barrier Resources Act (16 USC § 3501, et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
15. **SUPPLANTING PROHIBITION** - It will use funds to supplement existing funds for program activities and may not replace (supplant) non-Federal funds that have been appropriated for the same purpose. The applicant understands that potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this Program, suspension or debarment from Federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.
16. **TAXES** – It will comply with all State and Federal laws and are solely responsible for filing all required State and Federal tax forms.
17. **GRANT ADMINISTRATION** - It will maintain an appropriate grant administration system to ensure that all terms, conditions and specifications of the grant, including these standard assurances, are met.
18. **PUBLIC INFORMATION** - It will ensure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.
19. **CHILD SUPPORT PAYMENTS** – It will comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.
20. **SUSPECTED CHILD ABUSE** - It will comply with Section 261.101 of the Texas Family Code, which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Grantees shall also ensure that all program personnel are properly trained and aware of this requirement.
21. **RELATIVES** - It will comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body, or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
22. **OPEN MEETINGS** - If the applicant is a governmental entity, it will comply with Texas Government Code, Chapter 551, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically excluded in the Texas Constitution.
23. **HEALTH, HUMAN SERVICES, PUBLIC SAFETY OR LAW ENFORCEMENT AGENCY** - If the applicant is a health and human services agency or public safety or law enforcement agency, it will not contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.
24. **LAW ENFORCEMENT AGENCY** - If the applicant is a law enforcement agency regulated by Texas Government Code, Chapter 415, it will comply with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Texas Government Code, Chapter 415, or it must provide the Criminal Justice Division with a certification from the Texas Commission on Law Enforcement Officer Standards and Education stating that the agency is in the process of achieving compliance with such rules.

**CERTIFICATIONS**

1. The applicant certifies that it will provide a drug-free workplace by:
  - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
  - b. Establish a drug-free awareness program to inform employees about:
    - i. the dangers of drug abuse in the workplace;
    - ii. the applicant's policy of maintaining a drug-free workplace;
    - iii. any available drug counseling, rehabilitation, and employee assistance programs; and
    - iv. the penalties that may be imposed upon employees for drug abuse violations.
  - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
  - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
    - i. abide by the terms of the statement, and
    - ii. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction.
  - e. Notifying the agency within ten days after receiving notice under subparagraph (d)(ii) from an employee or otherwise receiving actual notice of such conviction.
  - f. Taking one of the following actions with respect to any employee who is so convicted:
    - i. Taking appropriate personnel action against such an employee, up to and including termination; or
    - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
  - g. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (a), (b), (c), (d), (e), and (f).

**If application is in excess of \$100,000, I certify to the best of my knowledge and belief to the following:**

1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

☐ Check here if any non-federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement. You must also notify the Criminal Justice Division (CJD) or your local council of governments for the "Disclosure Form to Report Lobbying".

2. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

**AUDIT CERTIFICATION (SELECT THE APPROPRIATE CHOICE)****I certify:**

☒ The applicant agency currently expends combined federal funding of \$300,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.

☐ The applicant agency currently expends combined federal funding of less than \$300,000 and, therefore, is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133.

**EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP) CERTIFICATION (SELECT THE APPROPRIATE CHOICE)****Definitions:****Type I Entity**

Educational/medical/non-profit institution/Native American Tribe – certification required (select appropriate choice below); EEOP NOT required.

**Type II Entity**

All other recipients receiving more than \$25,000, but not more than \$500,000 – certification required (select the appropriate choice below); organizations must maintain EEOP on file for possible audit if the organization has more than 50 employees.

**Type III Entity**

For profit entities and state and local governments receiving \$500,000 or more – certification required (select the appropriate choice below); the organization must submit an EEOP to the Office for Civil Rights (OCR) for approval.



**If your organization is a Type I, II or III Entity, select one of the following:**

- ☐ I certify this organization is a Type I Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), is not required to maintain an Equal Employment Opportunity Plan, but will comply with equal employment opportunity program guidelines of the Department of Health and Human Services (28 CFR § 42.302).
- ☐ I certify this organization is a Type II Entity that employs less than 50 people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.302), but is not required to maintain an Equal Employment Opportunity Plan (28 CFR § 42.301 *et seq*).
- ☒ I certify this organization is a Type II Entity that employs 50 or more people. This entity will comply with prohibitions against discrimination in any program or activity (28 CFR § 42.302), and has formulated an Equal Employment Opportunity Plan (28 CFR § 42.30 *et seq*), that is on file in the office of the City of College Station Human Resource Dept. .
- ☐ I certify this organization is a Type III Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.302), and has formulated an Equal Employment Opportunity Plan (28 CFR § 42.301 *et seq*), that will be submitted to the Office for Civil Rights, Office of Justice Programs, Department of Justice, for approval upon award of a grant.

**DEBARMENT CERTIFICATION (SELECT THE APPROPRIATE CHOICE)**

**If this application is in excess of \$25,000, I certify that:**

- ☐ By submission of this proposal, that neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency; or,
- ☐ I am unable to certify the above statement and have attached an explanation to the application.

**Applicants must complete, sign and submit this form to CJD before they will receive state and/or federal funds. Recipients of state and/or federal funds must fully understand and comply with the requirements listed for Federal and State Assurances on pages 1 and 2 of this document. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.**

**City of College Station**

Applicant's Organization

**Decision Making for First Offenders**

Project Title

**Glenn Brown, Asst. City Manager**

Printed Name and Title of Authorized Official

Signature of the Authorized Official

**12/ 19 /02**

Date

OFFICE OF THE GOVERNOR  
 CRIMINAL JUSTICE DIVISION  
 P.O. Box 12428  
 Austin, Texas 78711  
 512/463-1919  
 Fax: 512/475-2042

# JCEC RESOLUTION

## Need Help?

[www.governor.state.tx.u](http://www.governor.state.tx.u)

We, the members of the Juvenile Crime Enforcement Coalition, certify by our signatures that we have reviewed and approved the Coordinated Enforcement Plan as submitted by:

City of College Station

List Grantee Agency

Check the appropriate box:



In accordance with the federal law, the grantee assures that not less than 45% of the funds received under this grant will be expended for purpose areas 3 through 9 stated below and not less than 35% will be expended for purpose areas 1, 2, and 10. The remaining 20% will be spent on any combination of the remaining purpose areas.

OR



In accordance with the federal law, the grantee certifies that the interest of the public safety and juvenile crime control would be better served by expending funds in a proportion other than the 45% and 35% minimums. Please provide justification concerning the availability of existing structures or initiatives to meet local needs in federally prescribed purpose areas. State the reasons for the alternative use of funds.

Enter the reason(s) for the alternative use of funds below:

Place a number by all that apply of individuals representing the coalition:

Law Enforcement		Juvenile Courts	2
Police	1	Schools	1
Sheriff		Business	
Prosecutor	1	Social Service	1
Probation Officer	1	Prevention Organization	

List all cites and counties or parts thereof covered by the Coordinated enforcement Plan for Reducing Juvenile Crime.

City of College Station, Brazos County Texas

Record JCEC board member name and profession:

Peggy Calliham, Teen Court Coordinator

Name/Agency

Mark Langwell, College Station Police Dept.

Name/Agency

Ron Fox, College Station I. S. D.

Name/Agency

Lance Jackson, College Station Parks & Recreation

Name/Agency

Name/Agency

Name/Agency

Name/Agency

Judge Ed Spillane, College Station Municipal Court Judge

Name/Agency

Ross Fichthorn, City Prosecutor

Name/Agency

Tamara Jackson, Brazos County Juvenile Probation

Name/Agency

Name/Agency

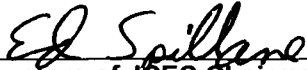
Name/Agency

Name/Agency

I,

*Ed Spillane*

JCEC Chairman, attest that the members of the JCEC



Signature of JCEC Chairman

approve the JCEC grant application project.

Date Signed: 12/17/2002